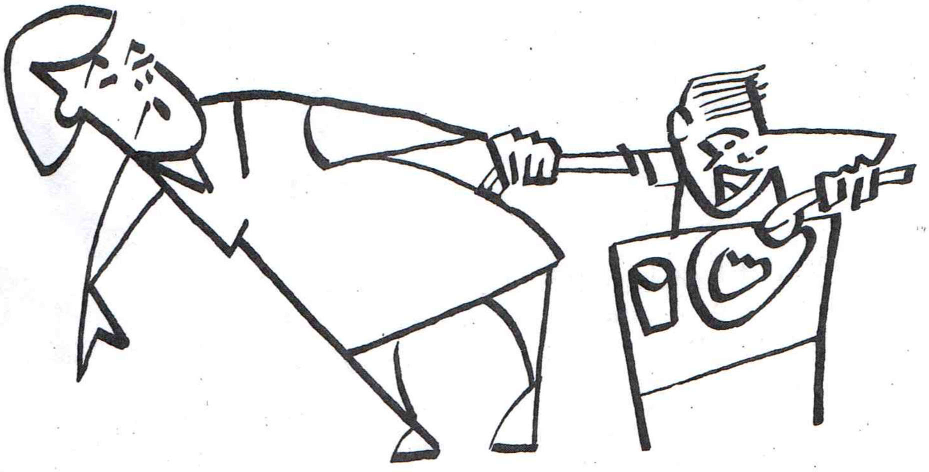
or legal guardians. Infants and children under 12 years may accompany their parents on the grounds, but may not visit on the wards.

For your convenience, the following rules have been established to make your visit more pleasurable:

1. Please notify the hospital by mail or telephone of the date and hour you plan to come. This will mean a shorter waiting period for you and will allow more time to visit with the patient. From time to time, a ward may be quarantined because of some illness and we do not encourage visiting at these times.
2. Call at the Reception Desk in the Administration Building and register. It is essential that each visitor register, so that we may have the most recent address of the visitor. In addition, the hospital wishes to know who is on the grounds at all times.
3. The patient may be visited in or out off the cottage. Picnic areas and visiting rooms are provided. A parent picnic area is under construction and in use now. This has been a venture of the Parent Advisory Group.
4. The speed limit for vehicles on the grounds is 15 miles per hour. Please observe this rule carefully as many of the patients who walk about the grounds are physically handicapped.
5. No unleashed dogs will be allowed on the hospital grounds. If it is necessary to bring the family dog when visiting, please keep the dog on leash at all times.



I. VISITOR

The regular visiting time is from 9:00 a.m. to 4:00 p.m. daily. It is requested that visitors try to avoid reaching the ward during meal hours, as it is necessary for the personnel to devote full time to the patients during that period to be certain that they receive adequate nourishment, and the time cannot be spared for the reception of visitors or the arranging of the visit. Arrangements can be made through the Nursing Service Officer for longer visits on the grounds. Outside of regular visiting hours, the psychiatric technician, because of his many duties, will not be available to assist the visitor, except in special situations or emergencies. All visitors are courteously received by the ward personnel and all questions will be answered, if possible. Visitors are welcome to see any area of the ward they desire when a technician is available to accompany them, except in special situations. If a visitor is unable to obtain the desired information from the Psychiatric Technician on the ward, it is requested that he seek this information from the person he is directed to, such as the physician, social worker, area supervisor, or Chaplain, If the word physician is available, he will be happy to talk to visitors. On weekends and holidays there is a medical Officer of the Day on duty, who is available for emergency situations. The Chaplains and a Social Service Worker are also available at these times.

Patients may be visited by members of their immediate families (parents, grandparents, sisters and brothers) and legal guardians. Other relatives or friends may visit if the hospital has on file written authorization from the parents

absence. The home visits and definite leaves of absence can be granted frequently, depending on the patient's adjustment and the ability of the family to care for him, unless he is going to school or is involved in one of the programs here. An indefinite leave of absence is an extended period away from the hospital. It may be of three general types:

1. HOME PLACEMENT: This is where the family finds, because of a change in the patient and/or in the home situation, they can now have the patient home.
2. FAMILY CARE: This is the Department of Mental Hygiene's foster home program. Some patients do better in a home environment than in the hospital. This program is always discussed with the parent prior to the child's placement. These homes have been carefully screened and licensed by the Department of Mental Hygiene field social workers.
3. WORK PLACEMENT: Older patients may be placed in a sheltered work situation in the community. They are given room and board, and at least fifty dollars a month. The social worker who is responsible for these placements works with the patient and employer in solving the problems that may be presented.

Requests for home visits and definite leaves of absence should be addressed to the Superintendent, Box 207 Eldridge, California for referral to the Social Service Department. When making such a request, please specify the type of leave desired and allow at least two weeks for the reply to reach you. Please indicate the time you expect to call for and return the patient. Since indefinite leaves of absence often require considerable discussion and planning, information concerning the home circumstances will be appreciated by the staff. The patient on indefinite leave will be supervised by a social worker from the Bureau of Social Work, Department of Mental Hygiene. The social worker is interested in assisting the patient to make a good adjustment in the community and will be of help to the patient and the family in discussing any problems which may arise.

A patient is practically always discharged from the hospital upon parental request, or after he has made a satisfactory adjustment on indefinite leave from the hospital for a year or more. Any patient who is no longer in need of hospital treatment is subject to discharge.

dollar physical plant requires a complete de public works which is charged with maintainin ings so that adequate heat, light and power ar Our aim is to make the ward buildings as con possible to living in the community.

A fire department, which is on a full-time, twenty basis, is employed to safeguard the lives of the and employees. Also employed is a trained secur which controls traffic, and safeguards the pat property of the hospital. All parents and visitor quested to cooperate fully with our security offi law, these officers have all the powers of police Firearms and alcoholic beverages are not permitte hospital premises. All automobiles are subject to ion by security officers.

The hospital farms, which encompass 1600 acres, fresh milk and cream, eggs, pork, bacon, ham an fruit for the patients' menu.

III. ELDRIDGE STORE

This establishment is used by patients, their relati friends when visiting, as well as the employees. All go to the Patients' Benefit Fund. Since only employe official guests can use the Hospital Dining Room, may find it convenient to obtain lunch at the Eldridg while visiting. One can secure many items here; sandwiches, hot lunches, breakfast, toilet article

HOME VISITS, LEAVE OF ABSENCE AND VISITORS

As parents, you can visit your child here at the hospital or at home. Your child may go home for a *visit* from one to four days, for a *definite leave* for a period of four days to two months, or for an *indefinite leave of*

OTHER SERVICES

I. MORTICIAN SERVICES

In case of death, there is a pleasant chapel on the grounds of Sonoma State Hospital, where funeral services are conducted by the resident Chaplains. Cremation can be performed at State expense and the ashes placed in an urn. The urn will remain at the chapel unless the family desires to arrange for its removal. If the family desires funeral services other than the above it may be arranged with the funeral parlors in the surrounding community.

II. BUSINESS SERVICES

The clinical departments which have been discussed are charged with the direct care of the patient. Paralleling these activities are necessary and vital supportive services. A hospital of 3800 patients and 1700 employees requires all the services necessary to maintain a city or municipality of comparable size.

There is an Accounting Officer, who is charged with the handling of all patients' funds. There is a Food Administrator, who is trained to solve the dietary and feeding problems of the institution. The Hospital Industries Supervisor is charged with the procurement of commodities, including the clothing of our patients, the proper maintenance of this clothing through our industrial shops, and laundry care of all clothing and linens. In addition, various industries offer opportunities for the patients to have actual work experiences.

The proper maintenance of the physical plant is the responsibility of the Maintenance Department under the Chief of Maintenance. To adequately maintain the multi-million

VII. CHAPLAINS

There is a Protestant Chaplain, a Catholic Chaplain and a part time Jewish Chaplain to serve the religious needs of each patient. In addition to providing religious experiences, the Chaplains are available to give guidance and advice to parents in the solution of problems growing out of their having a mentally handicapped child.

VIII. SCHOOL DEPARTMENT

The school is organized around an activity program which is teaching on a reality basis. The program offered centers on a unit, such as "community orientation", "getting a job", etc. In this type of program the student studies and participates in reading, language, arithmetic and other academic subjects as applied to the particular unit. There are classes in speech development, music, physical education, home economics, and speech correction. The school ranges from the pre-school to adult level. There are special classes for the deaf, hard of hearing, cerebral palsied, visually handicapped and for those who need individual instructions on the ward units.

There is only sufficient staff and classroom space for approximately 10% of the hospital's population. Therefore, many patients do not go to school and others must wait a considerable time to be admitted to class. A school addition is under construction which will make space for 20% of population.

The above professional group working together as a team is resposnible for the treatment program of each child. Many facilities are at their disposal to help them in this program. Some of these are;

1. An acute medical and surgical hospital to care for the patient if he becomes acutely ill. All of the most modern facilities, drugs and methods of treatment are utilized in the patient's care here.
2. A hospital nursery to care for infants who need treatment in a hospital environment.
3. A Chiropodist to care for the problems of the feet and to develop a program of good foot care.
4. A clinical laboratory and X-ray department to provide the diagnostic facilities to aid in the proper diagnosis of the patient and in adequate follow-up during his care.
5. A physical therapy department, whose specialized facilities are used in the treatment of the patient.

IV. SOCIAL WORKERS

This person is the patient's contact between the institution and the community. He gathers information concerning the specific problem in the home or in the community which leads to the patient's admission. He is constantly working with the patient and with the community to modify those conditions, so that the patient can be returned. Once the patient is returned to the home or community, either for a short or indefinite visit, the social service worker maintains contact with him until such a time as discharge from the institution is possible. Social Service also works actively in helping communities develop services on a local level so the patients need not come to the hospital in the future.

V. DENTISTS

Sonoma State Hospital has only three dentists to care for four thousand patients. This limits the care to that most urgently needed. Parents are urged, where possible, to have their children's teeth in good condition at the time of admission. If parents wish they can make arrangements at the time of admission to be notified when their children need further dental care so they can have it taken care of by their family dentists.

VI. REHABILITATION SERVICES

Occupational activities, recreational activities, musical activities, library, and other special activities comprise the rehabilitation department. These people provide the programs and facilities for the patient's recreation during his stay in the institution as well as providing specific therapeutic activities that may be prescribed by the physician. The role of the Rehabilitation Therapist is to bring a home-like environment into the Patient's life. The Coordinator of Volunteer Services coordinates the services given by Volunteer groups who contribute tremendously to our patients' welfare. Volunteer Services of all kinds are desirable to supplement the Hospital Program.